



COMPTROLLER
Risk Management Division

- Safety
- Insurance

WASHOE COUNTY

"Dedicated to Excellence in Public Service"

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SAFETY COMMITTEE MEETING MINUTES

COMPTROLLER CONFERENCE ROOM – 2ND FLOOR

MAY 19, 2016

1:30 PM

Call to Order

Washoe County Risk Analyst, Celeste Wallick called the meeting to order at 1:33pm.

1. Roll Call

Lt. Mark Bello	Washoe County Sheriff’s Office
Carla Fells	Washoe County Employee Association – entered at 1:38pm
Cathy Hill	Washoe County Comptroller and Risk Manager
Mary Kandaras	Legal Counsel for Committee
Joey Orduna Hastings	Assistant County Manager
Deputy John Sabo	Washoe County Sheriff’s Office
Celeste Wallick	Washoe County Risk Analyst

Not present

Anne Stoll-Thompson	Chairperson
Angela Penny	Washoe County Nurse’s Association

Public Present

None

2. Public Comment

There was no response to the call for public comment.

3. Approval of minutes from April 21, 2016 meeting

Item 5 – Page 2 – remove Ms. Orduna Hastings performing additional research and corrected with Ms. Wallick performing additional research

Ms. Wallick made a motion to approve the minutes of the April 21, 2016 meeting, Ms. Orduna-Hastings moved to approve with the change as noted, Lt. Mark Bello seconded the motion; no opposition, minutes unanimously approved.

Open Issues

4. Industrial Injury Summary Reports

Industrial Injury Summary Reports were reviewed – no recommendations were offered. Ms. Orduna Hastings inquired about the Library claims; after review, Ms. Wallick informed the Committee that she will be working with Ms. Gaston on reducing incidents. They have already taken steps by making training on back injury prevention and slips, trips & falls mandatory for all employees.

5. Alternate Workstations

Ball chairs, employees are requesting use – different ball chair designs were discussed as well as bicycle workstations – one County employee is currently using a bicycle workstation; treadmill workstations are discouraged as well as lounge type chairs. Sit/stand stations are currently being used by employees in the County. Employees are responsible for purchasing their own sit/stand stations unless a doctor's note is received. These workstations need to be reviewed for safety features.

Ms. Wallick performed research on ball chairs; more information was found not to be in support of the ball chair surface versus the support of a standard chair. OSHA guidelines were reviewed; back rest, seat, arm rest and base were safety concerns, as these are generally not accessories to the ball chair. Research found that ball chairs should be used in short duration as they are for exercise in nature. OSHA general duty clause “if you know of a hazard and have a hazard you are responsible.” General use without a doctor's note is not recommended. Ms. Wallick will add the OSHA computer workstation information to the Safety intranet. It is recommended Managers contact the Safety Committee for input on the allowance of ball chairs.

6. Wellness Resource

Wellness resource information being offered to Insurance Negotiation Committee – this has not yet been discussed with Ashley Farmer; information has been sent to Truckee Meadows Fire Protection District and Sheriff's office.

7. Topic for future agendas –

- a. Washoe County Code changes regarding the Safety Committee - Frequency of Committee meetings to be reviewed in code – possibility of changing to quarterly meetings. Composition and terms of members. Other items as submitted by Committee members for discussion.
- b. Desk personnel at Sheriff's working the front desk to wear vests – mandatory that uniformed personnel wear bullet proof vests. Consider other departments such as Animal Services, Code Enforcement, etc. who may also have a need for vests.
- c. Written workplace safety program policy review and Drivers Policy annual reviews
- d. New management representative will be replacing Ms. Orduna Hastings

8. Public Comment

There was no response to the call for public comment.

9. Meeting adjourned at 2:11pm.

